



Gender Equality in Procurement – Disclosure Clause

**For the purposes of General Procurement Direction
2024/02**

July 2024

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Refer to the Buying for Government page on [wa.gov.au](#) for more information about whole-of-government procurement policies, guidelines and templates.

If you have any queries or change suggestions regarding this guideline, contact Procurement Policy and Improvement at procurementadvice@finance.wa.gov.au.

Document Control Record

The current version of this guideline is available from [wa.gov.au](#). The document history is set out below.

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1. Background

As outlined in [Stronger Together: WA's Plan for Gender Equality](#), the Western Australian Government is committed to raising awareness of the importance and benefits of gender equality, including through procurement practices. This aligns with the [Western Australian Social Procurement Framework](#), of which one of the key objectives is to provide opportunities for gender equality.

In support of these objectives, the Department of Finance (Finance) and the Department of Communities have worked collaboratively to promote gender equality principles and practices in government procurement activities. The Gender Equality in Procurement – Disclosure Clause is a result of this work.

2. General Procurement Direction 2024/02

[General Procurement Direction 2024/02 - Gender Equality in Procurement - Disclosure Clause](#) was issued on 1 July 2024 mandating the inclusion of a gender equality disclosure clause in approach to market documentation for procurements for goods, services, works and community services with an estimated contract value of \$250,000 and above.

The disclosure clause asks Respondents to disclose whether they comply with requirements under the *Workplace Gender Equality Act 2012* (Cth).

3. Use of Disclosure Clause

The disclosure clause must be included in the form prescribed at **Section 4. Disclosure Clause** of this document.

From 1 July 2024, the clause has been included in the relevant procurement templates managed by Finance. Additional guidance on how to use the clause is available on the [Gender Equality in Procurement webpage](#).

4. Disclosure clause

For the purposes of General Procurement Direction 2024/02, the disclosure clause is:

<p>The Western Australian Government is committed to advancing gender equality in Western Australia as demonstrated by Stronger Together: WA’s Plan for Gender Equality. Further information on how to advance gender equality in your business/organisation is available here.</p> <p>For further information about this disclosure clause, refer to the Gender Equality in Procurement Guideline.</p>	
<p>(A) Complete this disclosure clause if your business/organisation employs 100 or more people or select “Not applicable” below.</p> <p><input type="checkbox"/> Not applicable – business/organisation employs less than 100 people.</p>	
<p>The <i>Workplace Gender Equality Act 2012</i> (Cth) requires both non-public sector and Commonwealth public sector employers with 100 or more employees to submit a report annually to the Workplace Gender Equality Agency. Non-public sector employers can find further information about reporting requirements at Preparing to report WGEA.</p> <p>(i) Does the Respondent’s business comply with the Workplace Gender Equality Agency gender equality reporting requirements?</p> <p>(<i>WGEA reporting requirements are available at Reporting Guide WGEA</i>)</p>	
Yes <input type="checkbox"/>	No <input type="checkbox"/>
<p>(ii) Has the Respondent attached a letter of compliance with the <i>Workplace Gender Equality Act 2012</i> (Cth)?</p> <p>(<i>Information about how to obtain a letter of compliance from WGEA is available from Eligibility & compliance WGEA.</i>)</p>	
Yes <input type="checkbox"/>	No <input type="checkbox"/>
<p>If you have answered No to A(i) and/or A(ii) above, please provide reasons or explanation for doing so:</p>	